



# LakeCounty

Central Permit Facility  
500 W. Winchester Road Unit #101  
Libertyville, IL 60048-1331  
PHONE: (847) 377-2600  
FAX: (847) 984-5854  
EMAIL: [lcpermits@lakecountyil.gov](mailto:lcpermits@lakecountyil.gov)

## Registration Form

Residential Sheds containing 100 square feet or less of Area

No permit will be required for residential sheds of this size. In all cases, the requirements listed on page 2 will apply. Please complete the information below, sign and send this form to the Central Permit Facility, Attention: CEP Staff, at the above address along with a check for \$25, payable to the "Lake County Treasurer" as a non-refundable registration fee. **UPON SUBMISSION AND REVIEW OF THIS FORM, YOUR PROJECT WILL BE REGISTERED. CONSTRUCTION CANNOT BEGIN UNTIL YOU RECEIVE CONFIRMATION FROM THIS OFFICE THAT YOUR REGISTRATION IS COMPLETE.**

(Please complete the information below and sign)

PIN: \_\_\_\_\_ Address of Property: \_\_\_\_\_

Owner Address (if different from above): \_\_\_\_\_

Owner Name: \_\_\_\_\_ Owner Phone Number: \_\_\_\_\_

Owner Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

Proposed Shed Location (a plat of survey showing proposed shed location is required):  
\_\_\_\_\_

Shed Size: \_\_\_\_\_ Cost of Project: \_\_\_\_\_

I/WE hereby acknowledge having read and understood the requirements specified below. I/WE hereby agree to comply with these requirements, and understand that failure to comply may result in an enforcement action by the County. This acknowledgement is binding on MY/OUR successors and assigns.

Owner/Authorized Agent Name (PRINT): \_\_\_\_\_

Owner/Authorized Agent Signature (SIGN): \_\_\_\_\_ Date: \_\_\_\_\_

### OFFICE USE ONLY:

☐ Floodplain ☐ Floodway ☐ Wetland ☐ 30' from Water's Edge

☐ Drainage Easement ☐ Utility Easement

Application #: \_\_\_\_\_ Completed By: \_\_\_\_\_ Date: \_\_\_\_\_

Paid By: ☐ Cash ☐ Check #: \_\_\_\_\_ ☐ Credit Card #: \_\_\_\_\_

Comments: \_\_\_\_\_

☐ **REGISTRATION COMPLETE** (You may now proceed with your project. Please save a copy of this completed Registration Form for your Records)

## **REQUIREMENTS**

### **ZONING**

Street Setbacks = 30 feet from the street property line (ROW)

Side/Rear Setbacks = 4 feet from property line

Setback from other structure(s) on the property= 4 feet

Height = 12 feet or less at the roof peak

No more than 3 Accessory Buildings on the property

### **OTHER**

#### **Prohibited Locations:**

- Floodway
- Wetland
- Drainage Easement
- Utility Easement
- If located in floodplain, the shed shall be anchored with angle-irons, pipe or other similar method NOT involving Post-Holes and constructed with flood proof material.
- Within 30 feet of water's edge

**PERMIT SHALL BE REQUIRED IF PROPERTY HAS A RED TAG**